



## Emergency Reference Guide

### TERRORISM

Terrorism can take many forms, from an individual with a gun or bomb to groups using chemical, biological, or nuclear weapons. Depending on the nature of the attack and type of weapon used the campus community may be affected either an on or off campus attack. In many instances the incident may not be immediately identifiable as a terrorist attack. University response to an incident should follow those guidelines listed in the type of event occurring (Example A bomb is an Explosion).

In those instances where it is determined that an act of terrorism is likely to have caused the emergency the following steps should be taken in addition to those in the appropriate Event Checklist:

#### **Campus Community**

If you observe a person or persons who appear out of place or who are acting in a suspicious manner contact the University Police at 9-1-1 or (562) 985-4101.

If you observe a suspicious situation that you feel needs to be further investigated contact the University Police at 9-1-1 or (562) 985-4101.

If you receive a suspicious package contact the University Police at 9-1-1. Do not open the package. See page 3 of this tab for further information.

Be prepared to provide the University Police Dispatcher with:

- Description of the suspect(s)
- Description of what they are doing that makes them suspicious
- Location last seen
- Types of weapons seen (if any)

#### **University Administration / University Police**

In accordance with the Standardized Emergency Management System, the National Incident Management System, and Incident Command System emergency response for any suspected terrorist attack on the University campus will be coordinated through the University Police unless relieved of that responsibility by the Federal Bureau of Investigation.

Unless relieved of that responsibility by the Federal Bureau of Investigation the CSU Long Beach Police Department will have primary investigatory responsibility for any terrorist attack on the CSU Long Beach campus.

The University Police Incident Commander will ensure that the appropriate reports are filed detailing the event and actions taken and that the appropriate notifications are made to University Administration.

Based on the level of response needed the University will consider activation of the Emergency Operations Center.



Based on the response needs the Incident Commander will request the University Police Chief, or his/her designee, to institute a mutual aid request to any necessary response organization needed to assist in the response effort. This may include, but is not limited to:

- The City of Long Beach
- The County of Los Angeles
- State and Federal Agencies
- The CSU Critical Response Unit
- Other CSU campuses
- Volunteer Agencies which specialize in disaster response

If a partial or complete evacuation of the campus is deemed necessary then the evacuation will take place as described in Tab H – Evacuation Procedures.

## **Return to Normal Operations**

If the incident has resulted in the evacuation of part or all of a campus building(s) then those areas will remain closed until the University determines:

- The area is safe to occupy
- All immediate police and rescue activity has been completed.
- Any and all investigations have been completed.
- There is no longer a need to keep the area closed.

NOTE: Due to the complexities involved in the preservation, collection, and investigation of evidence some areas may remain closed longer than others.